



City of Ashtabula
Ashtabula City Council
Finance & Personnel Committee Meeting
Friday, November 15, 2024 at 8:30 AM
Council Chambers
4230 Lake Avenue

Minutes

Opening of Committee Meeting

Call to Order

The Meeting was called to order at 8:30 a.m. by Committee Chair Foglio.

Roll Call

Members Present: Chair: Ward 1 Councilor Kym Foglio, Member: President John Roskovics

Absent: Vice Chair Ward 2 Councilor Jane DiGiacomo

Officers Present: City Manager James Timonere, Finance Director Marie Yvrose Augustin, Clerk of Council Ashley Bell

Visitors: Assistant City Solicitor Catherine Colgan, Fire Chief Shawn Gruber,

Sunshine Law Certification

A quorum was established as defined by the Ashtabula City Council Rules of Order. The meeting met the requirements of the Ohio Sunshine Laws Open Meetings Act.

Welcome and Acknowledgement of Visitors

Special Guest Presentation

Finance Director's Report

Finance Director Augustin provided the report. The city's Revenue Report reflects a target of 83%. Currently, the revenue is 87.66%. The target for the Statement of Expenditures report was 83.33%. As of October 31, 74.17% was used. Approximately 3 million dollars is currently encumbered for the 2025 fiscal year. The Finance Department notified all department heads that purchase orders must be closed by Friday, November 22. The Finance Department received notification from the state of Ohio that there were zero findings from the audit. The three Joint Economic Development Districts were also audited by the state of Ohio. There were zero findings from the audit. The 2025 Budget Proposal will be presented during a Public Hearing on December 2.

City Manager's Report

The City Manager stated we are deficit spending from the General Fund. A position for a Code Enforcement Officer will be posted. The salary for the position is going to be included in the budget. There are four people from the Police Department who will retire in 2025. One person from the Public Works Department will retire, and the City Manager's Assistant will retire in 2025. The employee's retirement payout is reflected in the budget. The carryover balance in the Sanitation Department fund continues to decrease. Rates have not been raised since 2018. Currently, the rate is \$15.50 for garbage pickup. City officials are measuring the cost of garbage and recycling pick up in each ward 5 days per week. The last estimated cost of the totes was \$50.00. Approximately 5600

totes are needed, which is a total of \$280,000. The price of trucks for the Sanitation Department is approximately \$279,000. Community Care Ambulance will move their operation to another building in the city. Their contract must be modified to remove the operation of the billing and dispatch departments in the same building. The new building is not conducive for the two departments. Most of the organization's billing is done remotely. The dispatch centers are located in other areas. The formal request for the modification will be made during the next Regular Council Meeting.

Old Business

There has not been any further communication from the State Auditor.

City Solicitor Colgan stated the instruction from the Mediation Counsel advises both parties to reach out to the Conflict Resolution Center.

Report from the State Auditor regarding the Court and recommendations

Email from Mediation Counsel

New Business

The Finance Director included an increase for the Assistant Finance Director in their budget.

Next Meeting

December 20, 2024

Adjournment

The meeting was adjourned at 9:14 a.m. by Committee Chair Foglio.